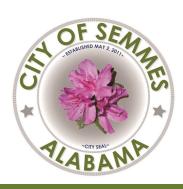
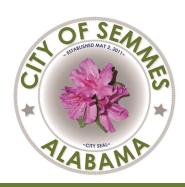


Development Application Package (Administrative Reviews/Procedural Exceptions)



Development Application (Administrative Reviews/Procedural Exceptions)

Application Type:		
Minor Subdivision		
☐ Administrative Review (AR)		
☐ Procedural Exception (PE)		
Authorized Agent/Owner :		
Name of agent/owner		
Address	State	Zip
Phone number ()		
Email		
** Note – A letter from the property ow	vner naming the auth	orized agent is requ
Engineer / Surveyor:		
Name of Engineer / Surveyor		
Name of Firm		
Address	State	Zip
Phone number ()		
Email of Engineer/Surveyor		
Property Information:		
Physical Location of Property		



Development Application (Administrative Reviews/Procedural Exceptions)

Property Road Frontage Designation (check all that apply):			
City Maintained	Paved Roa	d	
County Maintained	Unpaved R	load	
Private Road			
Proposed Subdivision / Site Data:			
Proposed Name of Project			
Number of proposed lots	_		
Smallest Lot Size Larg	gest Lot Size		
Total Acreage			
Property Owner Certification:			
Name of owner or entity			
Address		State	_ Zip
Phone number ()			
Owner or Principal Email			
Signature			

****Note – By signing the above you are certifying that you are the true and correct owner of the subject property in whole or part. Properties owned by multiple persons or entities must have this document executed by the managing partner or supporting letters consenting to the application.



Development Application (Administrative Reviews/Procedural Exceptions)

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Administrative Review:

• Base Fee - \$200.00

Procedural Exception:

• Base Fee - \$200.00

Total Fee Calcu	ılation Based on	Application Ty _l	oe and Current Fee O 	rdinance:
			Total	



Administrative Review/Procedural Exception Checklist

 One copy of the plat (24"x36")
 Completed Development Application
 Payment in full
 Vicinity map on plat annotated NTS or not less than 1:9600
 Name, address, and contact information of owner and Consultant
 Name and addresses of record for owners within 300' of parcel. (on plat)
 North arrow and scale
 Contours at 2' intervals
 Blocks and lots with all bearings and dimensions
 Setback and buffer lines for buildings and wetlands, flood zones, etc.
 Flood zones shown and all wetlands delineated
 Certification of wetlands by a certified professional
 All required or needed utility and drainage easements (are they buffered correctly)
 ROW widths, existing street names
 Site table showing total acreage, lot size, number of lots, & street frontage
 Require notations on plat for Mobile County if property is not in City Limits
 Copy sent to Mobile County